

# BUSINESS OBJECTS ADVANCED



## Recap Reporting Facilities

- ▶ Creating Reports
- ▶ Formatting Options
- ▶ Tables, Crosstabs & Charts

## Recap Document Centricity

- ▶ Multiple Queries from One Block
- ▶ Multiple Queries from One Universe
- ▶ Queries using Multiple Universes
- ▶ Queries from Different Data Sources

## Exporting Data

- ▶ Excel
- ▶ Rich Text Format

## Working with Templates

- ▶ Using Existing Templates
- ▶ Creating Templates
- ▶ Applying Templates to an Existing Report

## Using the Slice & Dice Panel

- ▶ Sorting
- ▶ Calculations
- ▶ Filtering
- ▶ Ranking

## Create a Master Detail Report

- ▶ Splitting your Document into Sections

## Using Outline View

- ▶ Collapse & Expand Areas of your Data

## Drilling

- ▶ Analyse Data in More Detail

## Combining Data

- ▶ Display Actual Revenue from your Universe & Projected Revenue from an Excel Spreadsheet Together in one Table

## Creating Formulae

- ▶ Calculating VAT on Sales Revenue

## Creating Variables

- ▶ Creating a New Variable for your VAT Amount, to Include in Further Formulae

**Course Duration: 1 Day**

**Price Per Course: £1,245**  
(On-Site at Customer Premises)

### Suitable For:

Those with experience of Business Objects wishing to enhance their knowledge and utilise some of the more sophisticated reporting functionality available.

### Learning Outcomes:

By the end of the course delegates will be able to create reports which contain complex formula using variables and various functions.

### Prerequisite Skills:

Delegates attending this course should have completed the Fundamentals course or have commensurate knowledge through practical experience.